

Vincentians Divine Retreat Centres

Baseline Audit Report
October 2025

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1. Introduction

1.1 This is a Baseline Audit of the safeguarding arrangements of the Vincentians. They also use the names the Divine Television Foundation, the Divine Retreat Centre Ramsgate, Vincentian Divine Retreat Centre Pantasaph and Divine UK ministries. For the remainder of this report they will be referred to as the Vincentians. The international Vincentian Congregation is a clerical society which falls under the Latin Rite, with their Generalate in India. This audit has been undertaken as part of the Catholic Safeguarding Standards Agency's (CSSA) Baseline Audit phase of Religious Life Groups (RLGs).

1.2 The four Vincentian Fathers, alongside ten volunteers, deliver a variety of ministries in England and Wales. The Divine Retreat Centres in Ramsgate, Kent and Pantasaph, Flintshire offer three-day residential spiritual retreats and one-day conventions which individuals book themselves, or their families, onto. They also offer online services, including healing, youth and children's ministries, an ongoing constant intercessory prayer ministry called Prayer Tower 24/7, and daily livestreamed services between 4pm and 6pm on YouTube. The Vincentians run the Parish of Pantasaph on behalf of the Diocese of Wrexham. At the time of audit plans to hold regular one day conventions in London were underway although issues around the venue had temporarily put the plans on hold.

1.3 This audit seeks to assess the effectiveness of current safeguarding arrangements, by considering practice over the last twelve months. The CSSA has categorised RLGs on a scale from Level 1 (a small community with minimal outreach and no known safeguarding concerns), Level 2 (a medium sized community with some outreach with vulnerable populations and/or providing some diocesan activities, such as a Parish Priest), to Level 3 (a large community and/or one with significant outreach with vulnerable populations and/or a disproportionately high number of open safeguarding cases). The Vincentians are categorised as a level 2 community because their roles include providing Priests for a Parish and their outreach can include vulnerable individuals who may attend retreats. They completed a corresponding self-assessment.

2. Methodology

2.1 Initial email contact with the Vincentians was made on 11 December 2024. A follow up email was sent on 7 January 2025 following which an in person audit date of 8 April 2025, to take place in Ramsgate, was agreed with the self-assessment and supporting evidence to be provided by 11 March 2025. Due to extenuating circumstances the self-assessment was not received until 27 March 2025. Supporting evidence which was not available via the Divine Retreat Ramsgate website¹ was sent on 2 April 2025. Additional evidence was requested on the date of the in person audit visit, 8 April 2025. This was not provided prior to the production of the draft report, however a considerable amount of additional evidence was provided alongside representations in respect of the draft report.

2.2 In person audit interviews were completed with the Director of the Pantasaph Retreat Centre, the Secretary to the Trustees and the lay Safeguarding Lead on 8 April 2025. Online interviews with the Religious Superior and the Parish Priest from Pantasaph were completed on 11 April 2025.

2.3 There are no current known safeguarding concerns. Information regarding the Vincentians' engagement with the Religious Life Safeguarding Service (RLSS)² was sought. Wrexham Diocese were contacted to confirm that the two members of the Vincentians ministering in their Parish were compliant with Diocesan safeguarding expectations. Southwark Archdiocese confirmed that safeguarding support is no longer provided to the Vincentians by them, except in the processing of international vetting checks.

2.4 Documentary evidence provided by the Vincentians is listed in Appendix 1. Their two websites were read³ and the Charity Commission report for the year ending 2023 was also examined.

¹ [Safeguarding - Divine Retreat Centre UK - Official Website](#)

² RLSS are an independent team of safeguarding professionals offering safeguarding services to the Religious of the Catholic church in England and Wales

³ [Pantasaph Franciscan Friary | Vincentian Divine Retreat Centre](#)

2.5 The Vincentians requested an extension to the period for feedback on the draft report and provided a considerable amount of additional evidence at this stage. This has been included in the report, where relevant, however the overall conclusions reflect the position at the time of the audit visit.

3. Audit grading

3.1 Practice was assessed against the eight national safeguarding standards adopted by the Catholic Church in England and Wales⁴ and graded in accordance with the CSSA Maturity Matrix for Level 2 RLGs.

3.2 Potential audit ratings against each standard, and the final overall ratings, are: Below Basic, Basic, Early Progress, Firm Progress, Results Being Achieved, Comprehensive Assurance and Exemplary.

3.3 The Vincentians have received an overall rating of Early Progress, achieving that result in four of the eight standards. One standard reached the higher rating of Firm Progress and three received the lower grading of Basic.

⁴ Full details of the eight standards and underpinning sub standards are available here: [The Eight National Safeguarding Standards \(catholicsafeguarding.org.uk\)](https://catholicsafeguarding.org.uk)

Overall grading	Early Progress
Standard 1 – Safeguarding is embedded in the Church body's leadership, governance, ministry and culture	Early Progress
Standard 2 – Communicating the Church's safeguarding message	Early Progress
Standard 3 – Engaging with and caring for those who report having been harmed	Basic
Standard 4 – Effective management of allegations and concerns	Early Progress
Standard 5 – Management and support of subjects of allegations and concerns (respondents)	Basic
Standard 6 – Robust human resource management	Firm Progress
Standard 7 – Training and support for safeguarding	Basic
Standard 8 – Quality assurance and continuous Improvement	Early Progress

4. Audit findings against each standard

4.1 Standard 1 Safeguarding is embedded in the Church body's leadership, governance, ministry and culture

Strengths

4.1.1 On the dedicated safeguarding page of the Divine Retreat Centre in Ramsgate the 2023 version of their Safeguarding policy is available. It is not available on the similar page of the Divine Retreat Centre from Pantasaph. As part of the evidence for audit a Safeguarding Policy, updated in January 2025, was provided. This stipulates that there will be a designated lead for safeguarding and outlines the expectations of the role, including updating and advising the UK Superior⁵ on all safeguarding matters. The Director is identified as holding overall pastoral responsibility for the Vincentians, and those associated with them. He is expected to delegate safeguarding responsibility to a safeguarding commission who will implement national policies in his name. The commission had not met during the 12 months prior to the audit and it was reported that this element of the safeguarding governance arrangements was being reviewed, due to the practical difficulties associated with convening meetings of the volunteer members who reside in disparate locations. The Director has continued to liaise with members, who have appropriate experience for the role, in the interim. The Safeguarding policy does not, in itself, reflect the specific ministries that the Vincentians provide, particularly providing retreats and online services. However, associated documents such as separate Codes of Conduct for Adults and for Young Leaders and Helpers, a Volunteer Handbook and an Internet Usage Policy, which individuals sign to say they agree not to visit, view or download any pornographic, abusive, racist, violent or illegal material using the Vincentians computers or Wi-Fi, do.

⁵ The Safeguarding Policy refers to the leader of the congregation within England and Wales as the Superior, In practice he is referred to as the Director, which term is used within the remainder of this report.

4.1.2 Prior to joining RLSS in 2024, the Divine Retreat Centre in Ramsgate accessed safeguarding support through the Archdiocese of Southwark's safeguarding team. Interviews demonstrated that there is now an awareness that they need to utilise the support of RLSS in all aspects of safeguarding, including training and for safeguarding advice if any concerns are raised.

4.1.3 Meeting minutes demonstrated that safeguarding is a standing agenda item for Trustees of the Vincentians and that Trustee meetings take place much more frequently than the recommended minimum of the Charity Commission of twice a year⁶. All Trustees of the Vincentians are Religious and some reside outside of the UK so attend meetings online. Minutes from two meetings of volunteers for retreats also included safeguarding items.

Areas for development

4.1.4 The Vincentians should ensure that their safeguarding policy is available on both associated websites for Ramsgate and Pantasaph. However, prior to this the policy needs to be reviewed again to ensure it is fit for purpose. This includes either fully establishing a safeguarding commission or amending the policy to remove reference to it. References to the Catholic Safeguarding Advisory Service (CSAS), a forerunner of the CSSA should be removed, and reference to RLSS, and the role they will deliver in supporting safeguarding for the Vincentians, should be made. At present RLSS do not appear in the 2023 or 2025 Safeguarding Policies. RLSS can provide template safeguarding policies which the Vincentians can adapt for their own use.

4.1.5 The safeguarding lead is a volunteer whose background is in clinical trials and clinical research. She has not completed any additional safeguarding training designed for those with a lead role in delivering safeguarding, although she has previously completed general safeguarding training delivered by the Archdiocese of Southwark. Furthermore, as a volunteer she cannot always be available to monitor the dedicated safeguarding email address although the members of the Vincentians and an administrative team member also have access. The

⁶ [Charity meetings - GOV.UK](https://www.gov.uk/guidance/charity-meetings)

Vincentians have committed to providing the safeguarding lead with the necessary additional training and are looking to create additional supporting voluntary roles. In doing so they should develop a full role description for this and any additional roles, with documentation currently limited to expectations during retreats.

4.1.6 There was no awareness amongst the Vincentians of Integrity in Ministry⁷ which should be actively promoted amongst Religious. The Parish Priest from Pantasaph confirmed that he had received a counterpart document for Parish Priests, Caring Safely for Others, from Wrexham Diocese for his role there.

4.1.7 There was some evidence that the Vincentians have taken steps to ensure a safe environment at their retreats, with risks and mitigations detailed in risk assessments provided for each venue. Practical mitigations include the expectation that children will always be accompanied by their parents or, if they are in a separate room, that room will be observable and the individuals running groups will have been Disclosure and Barring Service⁸ (DBS) checked. The Safeguarding Lead is a volunteer who commits significant time to her role but cannot be expected to be present at every retreat in both Ramsgate and Pantasaph. The Vincentians should ensure that they have a nominated individual with safeguarding responsibility for each retreat who is contactable throughout. This may necessitate increasing their safeguarding resource, either in a voluntary or employed capacity.

4.1.8 The Vincentians do not use a Safeguarding Action Plan to drive consistent and planned improvements in safeguarding practice. The recommendations of this audit should form the basis of a future plan that is based on the eight Safeguarding Standards.

Graded: Early Progress

⁷ Integrity in Ministry is a code of conduct for Religious engaged in ministry in the Catholic Church in England and Wales

⁸ [Disclosure and Barring Service - GOV.UK](https://www.gov.uk/government/organisations/disclosure-and-barring-service)

4.2 Standard 2 Communicating the Church's safeguarding message

Strengths

4.2.1 In their self-assessment for audit, the Vincentians wrote that their safeguarding communication plan is embedded in their safeguarding policy. However, auditors were unable to confirm that this is the case in either the 2023 or 2025 policies. Safeguarding does have its own dedicated webpage on the websites of both Divine Retreat Centres and physical safeguarding posters are on prominent display on noticeboards. This demonstrates that some consideration has been given on how to communicate the Vincentians' safeguarding messages and to whom.

4.2.2 The safeguarding web pages contain a message from the Religious Superior in support of safeguarding. This shows users of the website that leaders are actively promoting safeguarding.

4.2.3 Some steps to ensure that children cannot book onto retreats without a responsible adult are made on the website. There is a button which asks if you are under 18 for the planned London conventions and if you are then a notice is given that you must be accompanied by a parent or guardian. This function should be added to all retreat bookings.

4.2.4 Auditors were told that attendees for retreats are given an initial talk in which relevant information is given on subjects such as Health & Safety and how to report a safeguarding concern, with a basic script for this input being provided as evidence. Similar safety information is provided in hard copy in bedrooms but this does not contain specific safeguarding information and should do.

Areas for development

4.2.5 Leaders of the Vincentians need to consider who their target audiences for safeguarding communications are, and how they will be engaged with. This plan can then either form a standalone safeguarding communication plan or be embedded as part of the safeguarding policy. When it is complete leaders should

also arrange for it to be regularly reviewed, on at least an annual basis, to ensure messages are reaching target audiences in the manner intended. If they are not then improvements can be made.

4.2.6 As noted above, when an effective safeguarding policy is available, it should be added to the websites of both Divine Retreat Centres. It is also the auditors judgement that the safeguarding page of the Divine Retreat Centre Ramsgate is difficult to read and should be updated so it is clear and easily digestible. The website of Pantasaph also contains dated references to organisations such as CSAS and must be revised to reflect the current safeguarding situation.

4.2.7 Retreats provided by the Vincentians take place in multiple languages including Malayalam, Konkani and Tamil. Safeguarding information is only provided in English on the basis that all participants will have some competence in the language and that on-site staff will be able to provide support in other languages if it proved necessary. It would nevertheless be viewed as good practice to make safeguarding information available in all relevant languages so that all attendees are facilitated to report any safeguarding concern that arises.

4.2.8 The Vincentians do not advertise the availability of organisations such as Safe Spaces⁹ on their noticeboards or via their websites. Doing so would allow Survivors of abuse to access support services designed for them without having to approach the Vincentians first.

Graded: Early Progress

⁹ Safe Spaces is a free and independent support service, providing a confidential, personal, and safe space for anyone who has been abused by someone in the Church or as a result of their relationship with the Church of England, the Catholic Church in England and Wales or the Church in Wales.

4.3 Standard 3 Engaging with and caring for those who report having been harmed

Strengths

4.3.1 The Safeguarding Policy of 2025 makes no reference to supporting those who report having been harmed. However, interviews demonstrated that, if a Survivor approached the Vincentians, they would seek the advice of RLSS and would intend to provide support to Survivors. The Director said that he would meet with any Survivor of abuse that chose to meet with him.

4.3.2 Interviewees were able to speak about the necessity of receiving disclosures of harm with compassion and care and ensuring that any disclosure was shared promptly with the safeguarding lead. In line with the Safeguarding Policy procedure chart, if there was immediate danger then the police and/or social care should be contacted straight away.

Areas for development

4.3.3 As suggested by 4.2.8 there was a limited awareness of support agencies that Survivors of abuse can be signposted to. Increasing knowledge of them, through engagement with RLSS, will be key in ensuring that the Vincentians are prepared for any disclosure of harm that they receive.

4.3.4 The Safeguarding Lead and Director should access training specific to their roles which will prepare them for responding to any allegations or concerns with compassion for the Survivor. They should also consider how they might learn from the experience of any Survivors who approach them or if they can learn from the experience of other RLGs who are working with Survivors to improve their own practices and procedures.

Graded: Basic

4.4 Standard 4 Effective management of allegations and concerns

Strengths

4.4.1 The Safeguarding Policy details how to respond to an allegation of abuse, including when statutory agencies should be contacted immediately. Paper and digital records are securely kept, with access limited to those who need it, of any potential concerns that arise.

4.4.2 Due to the small number of members of the Vincentians, if an allegation or concern were received, then Trustees would immediately be made aware of it. This is due to the frequent interactions between all four members of the Vincentians, in-person and online, and the fact that all four members of the Vincentians are Trustees of the charity.

4.4.3 The international Congregation of Vincentians has access to experts in Canon Law. They would be able to offer support to the leadership to ensure that Canon Law expectations were complied with in response to any new allegation or concern about one of the members.

4.4.4 Wrexham Diocese confirmed that the Vincentians there are compliant with their training expectations. The Parish has a Parish Safeguarding Representative, trained and vetted through the Diocese, and the Vincentians know to liaise with her, or the Diocesan safeguarding team, in the event of safeguarding concerns linked to the Parish.

Areas for development

4.4.5 The transition to safeguarding support provision for the Vincentians being provided by RLSS appears to have led to some confusion about how receiving a disclosure of harm should be dealt with. While it was suggested in interviews that the Vincentians might attempt to investigate a new concern themselves under their complaints policy prior to engagement with RLSS for support, contact with RLSS had been made in practice when concerns were raised. They are now aware that RLSS should be approached for advice and support in the first instance and

there is no role for the Safeguarding Lead prior to involvement with RLSS unless it is ensuring that immediate concerns for safety are reported to statutory authorities and accurate records are created and shared appropriately.

4.4.6 Leaders in the Vincentians were not aware of the need to report Serious Incidents promptly to the Charity Commission¹⁰. They must make themselves familiar with the guidance available online.

Graded: Early Progress

4.5 Standard 5 Management and support of subjects of allegations and concerns (respondents)

Strengths

4.5.1 The Safeguarding Policies of 2023 and 2025 commit the Vincentians to passing on allegations without delay to statutory authorities. The leaders of the Vincentians now understand that, were an allegation to be made against one of their members or volunteers, they should utilise the services of RLSS to manage, monitor and risk assess the Respondent to the concern. This includes providing support to the individual concerned. The Vincentians confirmed they have a process for stepping an individual down from ministry if necessary. They would also seek support from the Director to ensure that the Respondent's support needs, including spiritual support, were met.

Areas for development

4.5.2 The Vincentians, and their Safeguarding Lead, were unaware that, with the support of RLSS, Safeguarding Plans can be agreed with Respondents to allegations or concerns. These can allow them to practise their faith, or carry out aspects of their ministry, with agreed restrictions to protect themselves or others. This highlights the necessity of key individuals in the Vincentians accessing relevant

¹⁰ [How to report a serious incident in your charity - GOV.UK](#)

training through RLSS, such as the course on Care and Safety Management Assessments. The Parish Priest in Pantasaph has not had experience of working with Parishioners on a Safeguarding Plan but also needs to be prepared for the possibility through ongoing engagement with Diocesan and RLSS training.

4.5.3 To prepare for the possibility of supporting a Respondent to allegations, the Vincentians should consider what sources of legal, spiritual, mental and physical support they can identify. These can then be promptly signposted to in the event that there is an allegation or concern raised.

Graded: Basic

4.6 Standard 6 Robust human resource management

Strengths

4.6.1 The Safeguarding Policies contain the Vincentians Safer Recruitment expectations for “Clergy, Religious, Employees and Volunteers”. This includes establishing whether a Disclosure and Barring Service (DBS) check is necessary and at what level. Interviews for employed roles and formal discussions for volunteers are mandated and, after six months of volunteering in a probation period, volunteers are asked to sign to say they have read the safeguarding policy. This should be amended to necessitate reading the policy before they start volunteering. The Vincentians do not directly employ anybody at present. Those who carry out tasks such as cleaning are engaged through employment agencies. Two referees are required for all roles and those from family members, Parish Priests or Deacons are not accepted.

4.6.2 In preparation for the planned London Conventions, the safeguarding leader has kept a record of all the volunteers’ vetting and training for that specific ministry. The conventions have resulted in a significant increase in the number of volunteers whose checks are in process through RLSS, with seven complete thus far. Advice is awaited from RLSS to determine the level of DBS check required for a number of

roles. Wrexham Diocese confirmed that the two Vincentian Priests who minister there are compliant with their vetting and training expectations.

4.6.3 The Vincentians provided Complaints and Whistleblowing policies as part of their evidence for audit. The Whistleblowing policy is currently available via the Divine Retreat Ramsgate website. The Complaints policy has not been made widely available. Neither policy has been used in the last 12 months.

4.6.4 All the members of the Vincentians currently in England and Wales originate from India. They are appointed to their role by their Provincial which is an internal process and therefore no Testimonials of Suitability are sought. They are compliant with visa regulations to work in the UK upon arrival. DBS checks are subsequently completed, through the Diocese of Wrexham for Pantasaph and RLSS for Ramsgate.

Areas for development

4.6.5 The Vincentians will need to ensure that they are, and continue to be, compliant with the Safer Recruitment expectations of their own Safeguarding Policy and keep records to demonstrate their compliance. They should also update their policy to include the expectations of what safeguarding training members in Ramsgate, who do not fall under any Diocesan expectation, should complete prior to undertaking active ministry. Trustees must have oversight of safer recruitment for their meetings, particularly given the significant increase in numbers for the London Conventions.

4.6.6 The current Complaints policy is not published on either website. Before this is done leaders should revisit it to ensure that it is fit for purpose. CSSA or RLSS templates can be used to assist with this. Leaders should also be sure that they understand that the Complaints policy is to be used by individuals who wish to raise a complaint about the safeguarding service they have received from the Vincentians. It is not the mechanism to use when individuals wish to raise an allegation or safeguarding concern, which should follow the Safeguarding Policy.

Graded: Firm Progress

4.7 Standard 7 Training and support for safeguarding

Strengths

4.7.1 In their self-assessment for audit, the Vincentians wrote that they were actively working to ensure members receive safeguarding training and that they had only recently become aware of the safeguarding training offer of RLSS. The members in Pantasaph have completed safeguarding training through the Diocese, including online CSSA Level 3 training. Neither were in the UK at the time the last face to face training was delivered by the Diocese but they will be expected to attend by October 2025.

4.7.2 Formerly, training in Safeguarding for Ramsgate was facilitated by the Archdiocese of Southwark but this is no longer the case. The last organised safeguarding training organised in this way was in 2023 so was attended by some of the current Religious and volunteers.

Areas for Development

4.7.3 The Safeguarding Policy lacks specificity around what the safeguarding training expectation is. It does state the training provision of the CSSA will be followed and, where possible, tailored to local needs. It does not state what the training expectation for members of Religious, the Safeguarding Lead, Trustees, volunteers and employees actually is by role and how often refresher training should be completed. Without this, levels of compliance with any expectation cannot be tracked and Trustees can have no assurance that safeguarding training is being completed in a routine and effective manner. Leaders should now examine the RLSS provision, alongside that of the CSSA available online, and decide what is mandatory for them in which role. This expectation should be communicated to all relevant individuals and tracking for compliance should start and be regularly reported to Trustee meetings and noted in minutes.

Graded: Basic

4.8 Standard 8 Quality Assurance and Continuous Improvement

Strengths

4.8.1 The Vincentians commissioned a review of their safeguarding practice by Girling Hughes Associates in 2020 in response to concerns that had been raised by the Archdiocese of Southwark and Diocese of Hexham and Newcastle (relating to a now closed retreat centre). A copy of this report was provided within the audit evidence, as was a letter from the Archdiocese of Southwark from 2023 in which it was confirmed that they were satisfied that all the recommendations of the report had been completed. While considerably outside the 12-month period that this audit considers, this does evidence a longer term willingness on the part of the Vincentians to review and develop their safeguarding practice.

4.8.2 The Vincentians have signed up to the services of RLSS within the last 12 months and consulted with their membership, safeguarding and training teams.

Areas for Development

4.8.3 Trustees should formally review the Integrity in Ministry document and the expectations of the eight national safeguarding standards of the Catholic church in England and Wales. They should then devise a means of reporting on compliance with these to the Trustees for their regular meetings, alongside an action plan to improve safeguarding practice, incorporating the recommendations of this audit.

Graded: Early Progress

5. Summary of overall findings

5.1. The Vincentians are a relatively small group who carry out several ministries and reach people in-person at retreats or conferences and, more widely, through their online presence. They also serve a Parish in Pantasaph, in the Diocese of Wrexham, and are compliant with the Diocesan safeguarding expectations of vetting and training. The Vincentians have identified a volunteer who supports

them as Safeguarding Lead and have developed safeguarding policies. Leaders demonstrate their support of safeguarding through online messages of both Divine Retreat centres.

5.2 The Vincentians are still at the early stages of developing their safeguarding practice. Whilst there were no indications of unsafe situations in their current ministry, the Vincentians governance, policy and training was such that the CSSA were not confident that safeguarding concerns would be promptly identified or appropriately responded to. The Vincentians need to review their current safeguarding policy, develop their understanding of Integrity in Ministry and proactively engage with RLSS to ensure that members are trained and vetted appropriately. Safeguarding guidance should be added to the key information in retreat centre bedrooms and support services for Survivors, such as Safe Spaces, must be prominently displayed on noticeboards and their websites.

5.3 Overall, the evidence for this audit demonstrates that the Vincentians have achieved a rating of Early Progress against the eight safeguarding standards of the Catholic church in England and Wales.

6. Recommendations

To support improvement, the following recommendations are made:

Within 3 months

- Liaise with RLSS to understand their full training offer
- Book the Safeguarding Lead and Religious members onto training relevant to their role, including understanding of Safeguarding Plans
- Vincentian members to read Integrity in Ministry and discuss at a leadership meeting with minutes taken to demonstrate this was done
- Trustees to establish what safeguarding information they want reported to them for each meeting that will establish that they are compliant with Integrity in Ministry and the eight Safeguarding Standards or allow remedial action to be taken

Within 6 months

- Review the Safeguarding Policy to ensure that it is accurate and fit for purpose
- Publish the Safeguarding Policy on all Vincentian websites
- Update the safeguarding pages of both Divine Retreat websites with current information displayed in an accessible manner
- Include safeguarding information on the notices in Retreat bedrooms
- Add links and contact details for Safe Spaces, and other identified support agencies for Survivors, to websites and noticeboards
- Create a training expectation by role with expected refresher period and include it in the Safeguarding policy

Within 12 months

- Develop a plan for communicating with stakeholders and establish a planned review period
- Ensure that safeguarding information is available in all the languages in which Retreats are held
- Create full safeguarding training and vetting records for all Vincentians and volunteers with expected refresher dates
- Finalise a Complaints policy and publish it on both websites

7. Arrangements for follow-up

7.1 In line with an overall rating of Early Progress, further assessment and liaison between the CSSA, RLSS and the Diocese where the Vincentians minister will take place to support improvements. The earliest potential date of the next audit of the Vincentians by the CSSA is April 2026. If the CSSA becomes aware of a significant safeguarding concern or allegation in the intervening period, then an earlier audit will be required.

8. Appendix

Evidence provided prior to and during the audit visit

- CCTV Policy 2025
- Code of Conduct for Adults 2025
- Code of Conduct for Young Leaders and Helpers 2025
- Complaints Policy and Procedure 2025
- Confidentiality and Privacy Policy 2025
- Drug & Alcohol Abuse Policy 2025
- Equality & Diversity Policy 2025
- GDPR Policy 2025
- Internet Usage Policy 2025
- Safeguarding Policy 2023
- Safeguarding Policy 2025
- Volunteer Handbook 2025
- Volunteer Reference Form 2025
- Volunteering Policy 2023
- Whistleblowing Policy 2025
- Written Agreement for Volunteers 2025

Evidence provided during the draft report feedback process

- Announcements to be made prior to and during retreats
- 'Chronicles' for each site – effectively a log of activities
- Girling Hughes safeguarding review report and associated documents
- House rules for retreats
- Minutes of two meetings for volunteers
- Safeguarding committee membership
- Safeguarding risk assessments for each site
- Trustee meeting minutes
- Volunteer duties for retreats